

**Ela Township  
Special Board Meeting  
Wednesday, April 3, 2002  
5:00pm  
Ela Township Senior Center  
1025 Old McHenry Road  
Lake Zurich, IL.  
Amended Minutes**

**1. Call to Order**

Supervisor Tinerella called the meeting to order at 5:03

**2. Pledge of Allegiance.**

Those in attendance joined the Board in the Pledge of Allegiance.

**Roll Call:** Present: Supervisor Tinerella, Clerk Prouty, Trustees Burch and Sullivan. Trustees Knudtson and Black were late. Because they went to the place where the meeting was suppose to be held.

Also present was Assessor Hoffman.

**OLD BUSINESS:**

**3. Board approval of January, February, Budget Workshop and Executive Session Meeting Minutes.**

January Corrections and Clarifications:

Under #5 Treasurers' Report: Add actual dollar amounts and dates.

Under #7 Budget line item transfers add after line #583 from the General Road Fund.

Under #8 Public Comments-limit public comments to a total 15 minutes- for items not on the agenda.

Under# 10 Highway Com. Report- change separate sheet to say separate and discreet board audit report.

Under #9a- Approval of bus fares, a motion to approve bus fares, and the 2002 Para transit agreement between Pace and Ela Township reflecting these fare changes.

Add attach the newspaper listings of the deadline extensions for the submission of the grant requests. Last paragraph of January Meeting minutes.

Trustee Burch's motion to accept Supervisor Tinerella January Minute changes as submitted in the Board Packets. Seconded by Trustee Sullivan. Roll Call: Supervisor Tinerella, Trustees Burch and Sullivan voted aye and the motion carried.

February changes- 4.0 Robert Lang need to summarize the discussion and conclusion- and that the board was willing to accept this late grant request.

Robert Sundlin- sidewalks consider along Echo Lake Road as part of Lake Zurich Pines project. Motion #1 Restate as "All requests changes to be submitted in writing to the clerk in time to be included in the next board packet" This way, we could group the changes being requested and thus make better use of our meeting time.

11.0 Summarize the discussion that preceded motion #16

Motion # 18-Matt Chiarialli indicated he believed he could complete his project of planting bushes around the bus garage by the end of summer.

#17.0 YMCA requests \$75,000 a year for next ten years total of \$750,000. and another request for \$5000 for four scholarships.

Add motion to come out of executive session.

Trustee Burch motion to accept Supervisor Tinerella February Minutes changes as presented in the Board Packets. Seconded by Trustee Sullivan. Roll Call: Supervisor Tinerella, Trustees Burch and Sullivan all voted aye and the motion carried

#### **4. Appointment of the law firm Ancel, Glink and board consensus to provide legal counsel for the General Town and Road District as proposed and presented at the March 14<sup>th</sup>, Board Meeting.**

Trustee Burch's motion to approve the Supervisor appointment of Ancel and Glink. Seconded by Trustee Sullivan. Roll Call: Supervisor Tinerella, Trustees Burch and Sullivan all voted aye and the motion carried

#### **5. Board Approval of 2002 Para transit Agreement between PACE and Ela Township.**

With the previous motion to accept the Supervisors additions and changes to January and February Meeting Minutes, there would be no need for another motion, as this would take care of this agreement.

#### **6. Discussion/Recommendations- FY2002/03 Grant/Funding Requests**

Trustee Sullivan wanted this postponed until all the Trustees were present.

Ela Township Lawyer stated no action could be taken on this Agenda item, as it was not stated as an action item on the Agenda, but it was decided to discuss the Grant requests starting from the least to most.

Trustee Knudtson arrived at the meeting.

Trustee Knudtson's motion to table the Grant Requests until May Board Meeting (as he would be absent from the April Board Meeting) and have it formally added to the Agenda. Seconded by Trustee Burch. Roll Call: Supervisor Tinerella, Trustees Burch, Knudtson and Sullivan all voted aye and the motion carried.

#### **7. Board Approval of 2002/03 Appropriations Ordinances for General Town Fund and Road District-Motions for change(s)**

The Board came out of the March 11<sup>th</sup> Budget Workshop Meeting in agreement to post the 2002/2003 Tentative Expenditures Budget, with the knowledge that changes and additions could be made to the this Document.

Assessor Hoffman had one revision to the 2002/2003 Tentative Expenditures Budget.

General Town Fund- Fund 1-

Administrative Division- Dept 1-

Health Insurance- Line Item- 510.

2001/2002 Current Budget \$29,600

2001/2002 Estimated Expenditures \$33,482

2002/2003 Proposed New Budget \$45,000

Revision change \$45,000 to \$54,000

This is due to a full time employee adding her spouse to her policy.

Also as a precaution as have two single employees who could be married within the year.

This would add about \$600 a month.

Supervisor Tinerella revision request was to add under General Town Fund-Bus Service

Bus Recoveries- Passenger - Line item 406- \$30,000 increase to another \$10,000.

This is due to when the Budget workshop was held the new fare hike was not in effect.

Trustee Sullivan inquired about the double increase in the Park Fund- under-Land/Bldg's/Cap-Imprvmts.-Line Item-583-\$395,000 to \$635,000

Supervisor Tinerella stated to be budgetary ready for any property, which might become available

Trustee Black would like the budget re-done because of a number of in-consistencies. Supervisor Tinerella ask Trustee Black to stop in at the office and they could review it together.

## **New Business**

### **8. Board Discussion and Approval of Policy for Agendas/Packets/Minutes**

The Board discussed the Policy for the creation and distribution of, **AGENDAS, PACKETS, MINUTES AND VIDEO DROPOFF** and proposed changes.

### **9. Board consensus on April 11<sup>th</sup> Public Hearing and Board Meeting Agenda**

April 11<sup>th</sup>, 2002 Agenda

**6:30** Call to Order

Finance Committee and audit the Bills

**7:15 Public Hearing-** FY02/03 Budget for Road District and General Town

**7:30** Board Meeting and agenda items.

**Any Agenda Items requiring action need to say action on the agenda.**

## **Under Old Business**

**13. Landscaping Contract-add action.**

**14. Website Content-add action.**

Website contents were discussed and decided to possibly have two presenters on Websites.

## **Under New Business**

**16. Benches and Equipment Storage at Knigge Park-** omit benches for now. Add action

**17. Bathrooms at Town Hall, And outside bathrooms at Administration Bldg.**

Decided to have Gloria Heramb get bids on the Historic Building bathrooms and submit to the Board and make these two separate bathroom items.

**18. Additions to the Agenda.** Change to establishment of future Agenda for the next meeting and move Additions to the Agenda under New Business.

**19. Public Comment-** moves to the beginning of meeting after roll call, and limit it to 3 to 5 minutes.

Trustee Black asked to add her changes to the January and February minutes as she was a few minutes late and missed this item on the agenda.

**January changes-** Page 3- item 13 Ela festival of Arts Funding Decision for final \$5000 requested-5<sup>th</sup> line add **except salaries and ....** And strike **without the \$15,000 the Festival of Arts is dead. Add -No action to be taken on this motion.**

Page 4- item 16.0 Board meetings to be aired on **cable T.V. channel 4** not on PBS.

Trustee Knudtson's motion to accept Trustee Black's changes to the January and minutes.

Seconded by Trustee Black. Roll Call: Supervisor Tinerella, Trustees Black, Burch, Knudtson and Sullivan voted aye and the motion carried.

**February changes-** page 2- **10<sup>th</sup> motion-** change **one** to **two** weeks before-to meet to set the agenda.

Page 2-11<sup>th</sup> motion to add **Trustee Black's** name to the **finance** committee.

Page 4- 15.0 Intergovernmental Steering - Add Trustee Black's name to- have inquiries for information forwarded to Trustees Knudtson and Sullivan and **Black.**

Page 4- under Student Parking-**Strike Supervisor wants put in the public record that the Ela Township Board-is knowing not doing anything to address the parking problems**

Page 5- 18.0 Board Packets-add when not picked up-board packets **would be delivered.**

Trustee Knudtson's motion to accept Trustee Black's changes to the February meeting minutes.

Seconded by Trustee Black. Roll Call: Supervisor Tinerella, Trustees Black, Burch, Knudtson and Sullivan all voted aye and the motion carried.

**7:44**

Supervisor Tinerella to adjourn to Executive Session. Seconded by Trustee Burch. Roll Call: Supervisor Tinerella, Trustees Black, Burch, Knudtson, and Sullivan all voted aye and the motion carried.

Employees Nora Cunnie and Tom Huntsha discussed with the Board the jobs and duties at the Township's Supervisor Office. Nora's main jobs- Buses, Payroll, General Accounting, General Assistance programming and numerous other tedious jobs. And Tom's main jobs

Communications and Information Services Manager and backing Nora up six weeks a year. This lengthy discussion ended at **8:37**

The Supervisor recommended raising Nora's salary to \$45,000 and no overtime and putting Tom Huntsha on as Administrative Assistant at \$40,000, and hire a part-time clerical office worker.

The office actually needs two and a half employees.

The Board came out of Executive Session to vote on two items.

Trustee Sullivan's motion to come out executive session, Seconded by Supervisor Tinerella. Roll Call: Supervisor Tinerella, Trustees Black, Burch, Knudtson, and Sullivan all voted aye and the motion carried

Trustee Sullivan's motion to increase Employee Cunnie salary 5.8% to be \$40,500 (no overtime) And to faze out employee Huntsha job, and to hire a full time clerical office employee at \$8 to \$12.50 dollars an hour. And to limit the entire staff under the General Town fund to an increase of only 3% across the board. Seconded by Trustee Burch. Roll Call: Supervisor Tinerella, Trustees Black, Burch, Knudtson, and voted aye and the motion carried. Trustee Black wanted it made very clear that she voted for everything in the motion except the 5.8% increase for employee Cunnie. This should be noted in the minutes. Supervisor Tinerella's motion to adjourn this meeting at 10:03, seconded by Trustee Burch. Roll Call: Supervisor Tinerella, Trustees Black, Burch, Knudtson and Sullivan all voted aye and the motion carried.

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Lucy Prouty Ela Town Clerk